

## GRANT PROPOSAL GUIDELINES

*The Chester County Community Foundation connects people who care with causes that matter, so their philanthropy makes a difference now and forever.*

- The Community Foundation is a collection of Funds: Field of Interest Funds + Donor Advised Funds.
- All Community Foundation Funds accept this grant application form.

**Proposals submitted by nonprofits will be considered for 2 types of grants:**

### 1) FIELD OF INTEREST & DONOR ADVISED FUNDS

- ◇ Proposals received **any time throughout the year** are eligible for funding consideration from the Foundation's Field of Interest Funds & Donor Advised Funds.
- ◇ Grant **awards** typically range from **\$500 - \$7,500**.
- ◇ Grant decisions are made **intermittently** throughout the year, as Fund Advisors desire.
- ◇ Proposals are **electronically shared** with Fund Advisors to assist them in making grant decisions.
- ◇ **General operating** grants are encouraged. Nonprofits should be specific about their mission, goals, and measurable outcomes.
- ◇ Grants **focus on Chester County** causes and issues, but **are not limited** to Chester County.
- ◇ Grants may be made to charitable nonprofits working in **all fields of interest** including arts, culture and humanities; education; community improvement; environment; religion; health; and human services.

### 2) FUND FOR CHESTER COUNTY CAPACITY BUILDING INITIATIVE

- ◇ The goal of the Community Foundation's capacity building grantmaking is to **strengthen the effectiveness of nonprofit organizations serving the Chester County region**.
- ◇ Capacity building proposals received by **September 15** annually will be eligible for this special grant initiative.
- ◇ Capacity building projects should strengthen a nonprofit, in areas including:
  - Mission, Vision & Strategy
  - Governance & Leadership
  - Strategic Relationships
  - Fundraising & Development
- ◇ Grant **awards** range from **\$500-\$5,000**.
- ◇ NPO's with budgets \$ 750,000 or less preferred
- ◇ Grant monies are distributed by **February**.
- ◇ Nonprofits must be **located in and serve Chester County** to receive a grant from this special initiative.

- A proposal is considered "complete" when the Chester County Community Foundation has confirmed receipt of the **Grant Proposal Summary Sheet, Narrative and Attachments**.
  - Proposals are shared electronically online with Fund Advisors and the Grants Committee.
    - The electronic form is available at [www.chescocf.org](http://www.chescocf.org).

Per IRS regulations, applicants

- must be charitable, tax exempt organizations with 501(c)(3) certification
  - cannot be individuals
- **E-mail proposals are strongly encouraged to [grants@chescocf.org](mailto:grants@chescocf.org)**
  - Receipt will be confirmed by e-mail.

Please contact Kevin Baffa or Beth Harper Briglia at (610) 696-8211 or [grants@chescocf.org](mailto:grants@chescocf.org) if you have any questions. Thank you.

# I. CHESTER COUNTY COMMUNITY FOUNDATION GRANT PROPOSAL SUMMARY SHEET

**One page only.** This page will be shared electronically with Grant Committee Members & Fund Advisors.

Note: If Philanthropy Network of Greater Philadelphia's Common Grant Application is used, the Community Foundation's Summary Sheet **MUST** accompany application.

To obtain an electronic version of this application, visit [www.chescocf.org](http://www.chescocf.org)

Date

## Contact Information

Organization Name: Brandywine Valley SPCA  
Address: 1212 Phoenixville Pike, WC, PA 19380  
Phone: 610-241-0802

Website: [www.bvspca.org](http://www.bvspca.org)  
Year Incorporated: 1929

CEO Name: Adam Lamb  
CEO E-mail: [alamb@bvspca.org](mailto:alamb@bvspca.org)  
Board of Directors Chair Name: Crystal Crawford  
Primary Contact Name: Nancy McCall  
Primary Contact E-mail: [nmccall@bvspca.org](mailto:nmccall@bvspca.org)

Has your nonprofit ever applied to the Community Foundation? Yes  No  Not Sure   
Has your nonprofit ever received funding from the Community Foundation? Yes  No  Not Sure   
 Donor Advised Fund(s)  Fund for Chester County  Don't know/Not sure

## Field/s of Interest:

Arts, Culture & Humanities  Environment/Animal Welfare  Education  
 Health  Human Services  Religion

## Organization Information:

**Geographic Area Served** (If not all of Chester County, specify primary Chester County regions served):

All of Chester County, parts of Delaware County, PA and all of the state of Delaware

## **Describe Population Served and Annual Number of People Served:**

All animal enthusiasts in Chester County, Delaware County & Delaware - 250,000/annually

**Mission:** Our mission is to put the "human" back in humane animal treatment and advocate on their behalf. We accomplish this goal by promoting the adoption of healthy animals, prevention of animal overpopulation with spay/neuter resources and provision of affordable veterinary services to support the public so that pets can remain in their loving homes. Engaging communities as a whole results in happier and healthier companions.

**Proposal Summary:** A Humane Education Program in Chester County.

## **If Capacity Building Proposal, the focus is:**

Mission, Vision & Strategy  Governance & Leadership  Strategic Relationships  
 Fundraising & Development Other: \_\_\_\_\_

**Annual Budget** \$7,495,666

91 % of budget for program expenses

5 % of budget for administrative expenses

8-2016

94 # of Full-Time Equivalent Paid Staff

12 # of Board Volunteers

200 # of Active Non-Board Volunteers

4% of budget for fundraising expenses  
*100 % total*

56,205 # of Volunteer Hours

**Top 3-5 funding sources:**

PetSmart Charities

Petco Foundation

Beacham Trust

**Grant Amount Requested from the Community Foundation: \$7,500**

## II. CHESTER COUNTY COMMUNITY FOUNDATION GRANT PROPOSAL NARRATIVE

*Provide clear, concise information. 3 pages maximum.*

### 1. Organization's history, goals, key achievements and distinctiveness

Founded in 1929, the BVSPCA exists to end animal suffering and to involve the entire community in the welfare and well-being of animals. From a single location in Chester County, the Brandywine Valley SPCA has within the last three years, expanded to cover Chester and Delaware Counties, PA and the entire State of Delaware.

Our mission is to put the "human" back in humane animal treatment and advocate on their behalf. Our vision is to be the recognized leader in animal welfare that empowers communities to treat life with respect and dignity.

In 2017, the BVSPCA achieved

- 96% live animals released
- 1,325 lost/found animals in our care
- 13,446 pets placed
- 12,581 spay/neuter surgeries performed
- Key role in major cruelty cases
- Participated in hurricane disaster relief

The BVSPCA is committed to continued growth in order to create a strong regional presence that can meet the significant animal welfare needs in southeastern Pennsylvania and Delaware.

### 2. Funding request

We are starting a program in Chester County to provide humane education for all children age six to ten in their elementary schools. This has been one of our long term goals and we're very happy to realize it. We are hiring a full time employee with a background in education to go to the local schools and teach children about the responsibility of owning a pet, what a pet needs, what to do if you see someone abuse a pet, how to recognize pet aggression and how to handle yourself around pets you don't know. By teaching them at a young age, this is information that they will share with their families and friends and carry with them throughout their lives.

The primary messages we would extend to the children are:

1. Be kind to animals
2. Report animal cruelty
3. The importance of spay/neuter for animals

Secondary messaging will include encouraging children to read out loud to their pets. Reading to pets allows children to practice their reading skills in front of a safe audience, allows for quality interaction with their pets who don't judge reading skills and gives our pets extra attention and enrichment.

The Humane Education Coordinator will book educational appearances in schools and after school facilities throughout the county. She will be equipped with classroom teaching aids, including a

bookmark or card that the children can take home to share what they have learned with their parents and siblings. Our Animal Control Officers are available to assist her whenever we are presenting to a larger group on the topic of animal cruelty.

This grant will increase our capacity by reaching more children with our message. We currently have Critter Camp (summer camp for children) and Birthday Parties (where children invite their friends to celebrate at the shelter). These programs reach some of the children, but our goal is to reach them all.

Our plan is to launch at the beginning of the school year. Costs for this program will include: \$30,000 salary, \$500 gas, \$1,200 cell phone and \$3,000 for education materials & books for reading. This totals approximately \$35,000 per year. We are currently seeking organizations that are willing to partially fund the program.

### **3. How impact and results will be demonstrated**

In Chester County, the BVSPCA provides Animal Control Officers who keep track of the number of cruelty cases and where they occur. While we would not anticipate seeing an immediate difference, we believe once we reach enough children, the ACO's will see the difference in the prevalence of animal cruelty, as well as a reduction in bite reports involving children.

The Brandywine Valley SPCA tracks the number of children taught by our Humane Education Coordinator and the area where the schools are. Considering the small amount of Humane Education being taught in Chester County currently, we are confident our program will make a discernable difference.